6.0 DATA MANAGEMENT AND REPORTING

DTSC maintains a number of databases for budget and workload management, reporting to oversight agencies, and project tracking. Some of these databases collect detailed information on hazardous waste management facilities regulated under the Federal Resource Conservation and Recovery Act (RCRA) and California Health & Safety Code.

California is authorized by the U.S. Environmental Protection Agency (U.S. EPA) to manage the California hazardous waste program in lieu of RCRA in California. Under the provisions of RCRA authorization, DTSC is responsible for gathering and reporting database information related to regulating the generation, transportation, storage, treatment and disposal of hazardous wastes in California.

Annual Workplan Database (AWD) - This database is used to determine budget and workload distributions; track regional permitting commitments; provide reports listing basic facility data, corrective action, permit and closure data; provide reports to answer public requests for data under the Public Records Act; provide reports to the U.S. EPA about completed grant tasks for which DTSC can be reimbursed; and provide mandated quarterly reports to the state Legislature.

REPORTING WORK COMPLETED

It is the permit writer's responsibility to assist in the development, tracking, and maintenance of the DTSC annual workplan and ensure that the information contained in AWD is accurate and current. There are numerous permitting and closure events that must be tracked in AWD. Chapter 4.0 of these instructions requires each permit writer to prepare a project plan for each permit or closure project to which the permit writer is assigned. Scheduled outputs will then become the basis for the DTSC annual workplan and RCRA grant commitments. Various oversight agencies, the Legislature, U. S. EPA, and DTSC management will evaluate the performance of DTSC, the regional offices, permit program supervisors and individual permit writers based on how well DTSC meets all of its annual workplan and RCRA grant commitments.

Ensuring that data is current and accurate in AWD is extremely important. The permit writer must be constantly aware of changes of activities at a facility that may change its fee status and ensure that the appropriate information is recorded in AWD. DTSC's fee revenue is dependent upon these data files being maintained in a businesslike and professional manner.

WP File Name: CH0600_P.MAN

List of Examples:

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